

MINUTES OF A REGULAR MEETING OF THE PLANNING COMMISSION OF THE TOWN OF CLARKDALE HELD ON MONDAY, MARCH 19, 2007, IN THE MEN'S LOUNGE AT THE CLARK MEMORIAL CLUBHOUSE, 19 N. NINTH STREET, CLARKDALE, AZ.

A REGULAR meeting of the Planning Commission of the Town of Clarkdale was held on Monday, March 19, 2007, at 6:00 p.m., in the Men's Lounge at the Clark Memorial Clubhouse, 19 N. 9th Street, Clarkdale, AZ.

Planning Commission:

Chairperson	Robyn Prud'homme-Bauer	Present
Vice Chairperson	Amy Bayless	Present
Commissioners	Dave Puzas	Present
	Jorge Olguin	Present
	Sarah Vinson	Present

Staff:

Community Development Director	Sherry Bailey
Planner II/GIS Technician	Pam Ravenwood
Administrative Assistant	Vicki McReynolds

Others in Attendance: Art Beckwith.

AGENDA ITEM: CALL TO ORDER: The Chair called the meeting to order at 6:00 p.m.

AGENDA ITEM: ROLL CALL: The Administrative Assistant called roll.

AGENDA ITEM: MINUTES: Consideration of Regular minutes of February 20, 2007. Commissioner Puzas motioned to approve the minutes of February 20, 2007. Commissioner Vinson seconded the motion. The motion passed unanimously.

AGENDA ITEM: REPORTS: Commissioner Puzas made a motion to move Agenda Item: Reports: before Future Agenda Items. Commissioner Vinson seconded the motion. The motion passed unanimously.

Chairperson's Report:

Staff Report:

AGENDA ITEM: PUBLIC COMMENT: None.

NEW BUSINESS

AGENDA ITEM: DISCUSSION & POSSIBLE ACTION: Sienna Canyon, Final Plat, Clarkdale Land Development Company, Parcel#406-27-007B, Tavasci Road.

Staff Report: (Background Information): The applicants have submitted their final plat for their 45 lot subdivision centered around Tavasci Road. They have as their main collector a dedicated, improved road that will carry their subdivision traffic out to Highway 89A. The internal roads will all be local dedicated improved roads, curb, gutter and 8' hard surface pathway, which connect to Tavasci Road and their collector road. Tavasci Road will be improved within the subdivision and a

blending will occur with the existing road to the east. The existing Tavasci Road is a private, chip sealed road that connects to Old Jerome Highway.

The development will be served by town water and after technical review, each lot will be on town sewer. The development agreement with the town will reflect a line extension agreement for both water and sewer.

The developer will be installing an all weather crossing at the Deception wash crossing on the 89A connector road. This will give that area a safe ingress and egress during storms and bad weather. They also intend to dedicate Tract B a portion of the wash area to the Town of Clarkdale which will maintain the open space and trail access connection the town has been trying to establish between existing developments. The developer has submitted to the Corp. of Engineers for a 404 determination because of the work they will be doing in the wash area and has received their delineation.

Peaks View easement shown along the southern side of this development is being dedicated for Town of Clarkdale right of way. The access road Deception that connects Sienna Canyon with Highway 89A will be included in the development agreement and dedicated through a separate instrument.

DISCUSSION:

The Commissioners verified that the sewer going to the treatment plant will not adversely affect it, as it has the additional capacity for up to 100 homes. Non-potable water can be purchased by Clarkdale or Cottonwood. The town can monitor the water issue by our Code Enforcement Official. The utility system will be in the subdivision agreement. In reference to point #3 on the Final Plat Index page, “no wood fencing” shall be included.

Open Public Hearing: Commissioner Bayless made a motion to open the public hearing. Commissioner Vinson seconded the motion. The motion passed unanimously.

Applicant: Art Beckwith representing the Clarkdale Land Development Company addressed the following. The sewer situation will be a win/win situation for all parties involved. The drainage issues regarding washes will be left as natural as possible where appropriate to maintain its’ natural course. The lots next to the washes will not be adversely affected, as flood plane requirements have been adhered to. Set backs will be addressed prior to building. Two parcels to be maintained as “not developed” at this time, (north of Deception Road).

Close Public Hearing: Commissioner Vinson made a motion to close the public hearing. Commissioner Olguin seconded the motion. The motion passed unanimously.

Action: Commissioner Puzas made a motion to approve the Final Plat Plan as submitted with the five stipulations Staff recommended and no wood fencing to be allowed to point #3 on the Final Plat Index page. Commissioner Bayless seconded the motion. The motion passed unanimously.

Five Stipulations/Staff Recommendations:

1. Technical Review shall be completed.
2. Clarkdale Land Development Company shall provide construction drawings (in a format specified by the Town of Clarkdale) which include, Collector including the off-site improvements necessary to construct the collector road through parcel 406-27-035 and includes

- all improvements as specified by ADOT in their approval for standard roadway connection to Hwy 89A.
3. Dedication of Deception Drive off site to be accomplished through a separate dedication instrument at the time of recording of the final plat.
 4. Clarkdale Land Development Company be required to enter into a Subdivision Agreement which provides for a water and sewer line extension agreement and that stipulates the terms for the provision and release of assurances to cover the cost of improvements that are a part of the subdivision.
 5. The applicant will make every effort to use non-potable water during construction if available from Clarkdale or Cottonwood.

AGENDA ITEM: DISCUSSION: The Community Development Director will present an update on “The General Plan”.

The Community Development Director shared that Prop 207 has slowed us down, but we are now getting up to speed on many projects with Town Council. Zoning the entire town as a PAD, which gives control to the community is one of these projects. We’re looking at existing structures vs., what may eventually come in (Infill Design) and the compatibility issues that can be handled through a Form Based Zoning process. Future meetings with Town Council will help to evaluate zoning issues and concepts. Working with the County will come in to play. Late Fall/early Spring is a projected time frame for a more comprehensive evaluation.

Discussion: The Commissioners felt the “form based” approach is rather subjective in nature. The standards/guidelines should become clearer as we get further in to it. Clear, defined boundaries will help the Commissioners with upcoming issues. Education will be needed for the Commissioners and the community and “how” it relates to the area itself and surrounding areas.

AGENDA ITEM: DISCUSSION: The Community Development Director will present examples of Sign Ordinances.

The Community Director and the Planner II/GIS Technician discussed with the Commissioners handouts regarding Sign Ordinances. Facades of Historic Buildings are easier to research than Historic Signs. Current regulations are few, i.e., only size and placement restrictions. Sign Ordinances are part of our Zoning Code. The examples discussed from the handouts covered sign types, lighting, number of signs, projecting materials used and how this coincides in keeping the Historic Ambiance in a given area.

Discussion: The Commissioners agreed signage should be compatible with a business and could draw from a historic nature. Buildings on Main Street compared to side streets and their respective sign allowances were discussed. The Commissioners asked Staff what “time period” do we want to deal with referencing the historic background of signs. The Planner II suggested starting with “what” Clarkdale means historically and base it on that.

The Community Development Director will take comments from this Commission and the Design Review Board, resulting in joint needs/ideas, so the information can be utilized accordingly. The GIS Technician will produce a map to outline the Town and Historic Districts.

AGENDA ITEM: REPORTS

Chairperson's Report: None.

Staff Report: The Community Development Director gave an update (for discussion only), on the Town of Clarkdale, Development Impact Fee Study, Revised Draft Report dated March 12, 2007. It was noted that this is not the final product.

The town is looking at impact fees only on new development to off set costs to the Administrative Services provided by the town. There could have been a "system approach" utilized or a "level of service approach" to select from. The Town Council elected to go with the level of service.

The fee structure outlined within the study will be changing as data gets re-formulated. Cottonwood and Camp Verde are also looking at impact fees as it relates to their communities.

The Community Development Director gave highlights to the Commissioners on the following areas: Population Projections, Civic Facilities, Library Facilities, Park Facilities, Police Facilities, Traffic Facilities, Wastewater Connection Fee Analysis and Wastewater Cash Flow Model.

This will be brought back in April. The Town Council will be asking for comparisons in the region and "their" feedback/repercussions from the impact fees.

AGENDA ITEM: FUTURE AGENDA ITEMS:

- Prop 207 (video if available)
- Continuation of Sign Ordinances Study (within the next few months)
- Form Based Zoning Study (within the next few months)

AGENDA ITEM: ADJOURNMENT: The meeting adjourned at 7:45 p.m.

APPROVED BY:

SUBMITTED BY:

Robyn Prud'homme-Bauer
Chairperson

Vicki McReynolds
Administrative Assistant